

SECTION 00100 – INVITATION TO BID

Community and Technical College System of West Virginia invites proposals to provide all Work including, but not limited to, labor, material, equipment supplies and transportation for:

**Request for Bids (RFB) 22266
Stair Renovation for Davis Hall
Bridge Valley Community and Technical College
Montgomery, West Virginia**

The Work of this Project is defined by the Contract Documents, and consists of the following:

1. Interior renovations to existing stairways including addition of guard railing.

Technical questions concerning the bidding documents shall be directed to ZMM Inc, Architects and Engineers, 222 Lee Street West, Charleston, WV 25302. (304) 342-0159.

Bids must be submitted in accordance with Bidding Documents issued by the Architect and on the Form of Proposal provided.

Bidding Documents can be obtained as described below:

1. Prime Contract Bidders only may contact ZMM, Inc. Architects Engineers **Attn: Receptionist; reception@zmm.com** and request information to access the firm's online ShareFile site for the **Stair Renovation for Davis Hall at Bridge Valley Community and Technical College** project. Once access is gained, Bidders can download Bidding Documents in the form of PDF files at no charge. Requests for access to documents must be made by email, and those requests received through mail, telephone, fax transmission, or other online communications will not receive a response
2. Hard Copies may be obtained from Charleston Blueprint (304-343-1063) by General Contractors, Subcontractors, material suppliers and dealers by paying the actual cost of printing, binding, and mailing; however, such cost is not refundable.

Bidding documents may be examined at Viewing Depositories listed in the Bidding Documents.

Questions concerning the Bidding Documents shall be directed to the Architect.

A Prebid meeting is scheduled for:

Time: 10:00AM, Eastern Time

Date: June 14, 2022

Place: Davis Hall, Bridge Valley Community and Technical College, 619 Second Avenue, Montgomery, WV 25136

Attendance is: **MANDATORY:** All Bidders **MUST** attend the prebid meeting to familiarize themselves with the Project location, site conditions and other relevant information. Should a Bidder fail to attend, the Bid will be disqualified. Subcontractors and material suppliers are encouraged to attend the prebid meeting.

The Invitation to Bid, Addenda and other relevant information concerning RFB 22266 will be posted at

the following URL. It is the Bidder's obligation to check this website for current information:
<https://wvhepc.org/purchasing/>

The Bidder, if successful and awarded a contract, will receive a notice to proceed from the Owner and agrees that all Work will start from date of Notice to Proceed and that the project will be Substantially Complete in number of days inserted on Form of Proposal by Bidder. Bidder also agrees to achieve Final Completion within 30 days thereafter.

The Owner will suffer financial loss if the Work is not Substantially Complete within the Contract Time. For each calendar day of delay in achieving Substantial Completion, the Contractor shall be liable for and shall pay the Owner, not as a penalty but as liquidated damages, in accordance with the following schedule:

For each calendar day the project is not Substantially Complete, damages to be assessed at Five Hundred Dollars (\$500) per day.

For each calendar day of delay in achieving Final Completion, the Contractor shall be liable for and shall pay half the amount of liquidated damages stated above, plus any additional fees of the Architect and the Architect's consultants that may accrue. Allowances may be made for delays due to shortages of materials and/or energy resources, subject to proof by documentation, and for delays due to strikes or other delays beyond the control of the Contractor. The Contractor in accordance with the Contract Documents must properly document all delays and any claim for extension of the Contract Time.

Submitting Bids: Sealed Bids will be received by the OWNER at the following location until 3:00 PM, Eastern Time, June 30, 2022, in accordance with the Instructions to Bidders, and Supplementary Instructions to Bidders:

Chief Procurement Officer
WV Community and Technical College System
RFB 22266
1018 Kanawha Boulevard, East, Suite 700
Charleston, WV 25301

Special Instructions for Delivering Bids:

1. Bids Delivered by UPS and Federal Express: The UPS and FedEx drivers will deliver bids to the mail room at the address above.
2. Hand Delivered Bids: The preferred method to deliver bids. Deliver bids to the following address: 6th Floor, WV Community and Technical College System, 1018 Kanawha Boulevard, East, Charleston, WV 25301.
3. Delivering Bids via U. S. Postal Service is not recommended. Bids may or may not arrive on time.

Electronically transmitted Bids and late Bids will not be accepted. Owner reserves the right to accept or reject any/all Bids.

All applicable federal, state, and local laws, rules and regulations apply.

END OF SECTION 00100